

PHYSICAL HEALTH SERVICES

PY.1

The organization makes available physical health services that are necessary to evaluate and treat problems of mental health, mental retardation, developmental disability, and/or alcohol or other drug-dependence needs of its patients.

PY.1.1 Physical health services include the following:

PY.1.1.1 a medical history and physical examination, in accordance with AD.2 through AD.2.1.2 in the “Adult Mental Health Services” chapter and AL.2.2 through AL.2.2.4 in the “Alcoholism and Other Drug-Dependence Services” chapter of this manual; and

PY.1.1.2 pathology and laboratory services.

PY.1.1.2.1 Pathology and laboratory service include hematology, chemistry, microbiology, clinical microscopy, and seroimmunology.

PY.1.1.2.1.1 The examinations in these fields are sufficient to meet the usual needs of the professional staff in caring for patients.

PY.1.2 When appropriate, other physical health services that are available for the evaluations and treatment of the mental health, mental retardation, developmental disabilities, and/or alcohol or other drug-dependence needs of the patients served by the organization include the following:

PY.1.2.2 dental services; and

PY.1.2.2.1 Dental services are available to patients in inpatient and residential programs.

PY.1.2.3 radiology services.

PY.1.2.3.1 Radiology services are available to inpatient and residential programs.

PY.2

Physical health services are provided by the organization staff or are available through written agreements with outside sources.

PY.2.1 The organization’s professional staff approves any outside source of physical health services.

PY.2.1.1 When pathology and laboratory services are provided through a contractual agreement with an outside laboratory, the laboratory

PY.2.1.1.1 is in a hospital accredited by the Joint Commission;

PY.2.1.1.2 is approved by the Commission on Laboratory Accreditation of the College of American Pathologists;

PY.2.1.1.3 meets the applicable federal standards for clinical laboratories.

Plans, Policies, and Procedures

PY.3

For each physical health service, a written plan describes how the services are made available.

PY.3.1 Written policies and procedures govern the provisions of each service provided directly by the organization or its staff.

PY.3.2 Anesthesia services are provided according to a written plan and policies and procedures.

PY.3.2.1 - PY.3.2.1.2 Available upon request for programs providing Anesthesia services.

PY.3.3 Dental services are provided according to a written plan and policies and procedures.

PY.3.3.1 The plan and policies and procedures address the following:

PY.3.3.1.1 mechanisms for evaluating each patient's need for dental treatment;

PY.3.3.1.2 provisions for emergency dental services;

PY.3.3.1.3 policies on oral hygiene and preventive dentistry;

PY.3.3.1.4 provisions for coordinating dental services with other services provided by the organization; and

PY.3.3.2 When an organization provides dental services directly, a written policy delineates the functions of the services and the specific services it provides.

PY.3.3.3 All dental service reports are made part of the patients' clinical record.

PY.3.4 Pathology and laboratory services are provided according to a written plan and policies and procedures.

PY.3.4.1 The plan and policies and procedures address the following:

PY.3.4.1.1 in orders or requisitions for services, identification of the patient and the responsible physician and specification of the tests requested, the date and time the request reached the laboratory, and any special handling required;

PY.3.4.1.1.1 Requests for surgical specimen examinations concisely state the reason for the examination.

PY.3.4.1.2 procedures designed to assure that satisfactory specimens are properly collected and preserved for tests;

PY.3.4.1.3 numbering or other identification of each specimen; and

PY.3.4.1.4 maintaining a record of specimens collected.

PY.3.4.1.4.1 The record contains at least the

PY.3.4.1.4.1.1 laboratory procedure number or other identification;

PY.3.4.1.4.1.2 identification of the patient;

PY.3.4.1.4.1.3 name(s) of the requesting staff member(s);

PY.3.4.1.4.1.4 date and time the specimen was collected;

PY.3.4.1.4.1.5 date, time, and by whom the specimen was examined;

PY.3.4.1.4.1.6 condition of any unsatisfactory specimen;

PY.3.4.1.4.1.7 type of test or procedure performed; and

PY.3.4.1.4.1.8 result and date reported.

PY.3.5 Radiology services are provided according to a written plan and policies and procedures.

PY.3.5.1 The plan and policies and procedures address the following:

PY.3.5.1.1 performing radiology services only upon the written order of a professional staff member with appropriate clinical privileges;

PY.3.5.1.1.1 Written orders concisely state the reason for the request.

PY.3.5.1.2 preparing patients for radiologic services;

PY.3.5.1.3 conducting radiologic examinations in areas other than the radiology service;

PY.3.5.1.4 caring for patients with special needs, including those who require special management, are critically ill, or require isolation; and

PY.3.5.1.5 criteria for administering diagnostic agents by nonmedical personnel.

Staff Composition and Supervision

PY.4

Each physical health service provided directly by the organization is directed by a member of the professional staff who is qualified to assume management responsibility for the service.

PY.4.1 – PY.4.1.4 Available upon request for programs providing Anesthesia services.

PY.4.2 The director of dental services is a dentist qualified to assume this responsibility.

PY.4.2.1 Dental services provided by the organization have a sufficient number of trained personnel to meet patient needs.

PY.4.3 The director of pathology and laboratory services is a physician member of the professional staff qualified to assume this responsibility.

PY.4.3.1 When the director is not a pathologist, a consultant who is a pathologist provides overall supervision of the service.

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PY.4.3.3 Personnel who perform tests have specific training and orientation to perform the tests and demonstrate satisfactory levels of competence.

PY.4.4 The director of radiology services is a physician member of the professional staff qualified to assume this responsibility.

PY.4.4.1 When the director is not a radiologist, a radiologist provides overall supervision on a consulting basis.

PY.4.4.2 A radiologist is ordinarily provides authenticated reports for all examinations to improve consistency between interpretations and reports of radiologic findings.

Environment and Safety

PY.5

Each physical health service addresses environmental and safety issues.

PY.5.1 – PY.5.1.2.3.3 Available upon request for programs providing Anesthesia services.

PY.5.2 Dental services.

PY.5.2.1 Dental services provided by the organization have adequate space, equipment, instruments, and supplies to meet patient needs.

PY.5.3 Pathology and laboratory services.

PY.5.3.1 Clinical laboratory testing areas are adequately lighted to facilitate accuracy and precision.

PY.5.3.2 Adequate and conveniently located space is provided for efficient specimen handling and housing of equipment and reagents.

PY.5.3.3 Equipment and instruments are appropriate to the pathology and laboratory services provided.

PY.5.3.4 The laboratory has enough property grounded electrical outlets with adequately stabilized voltage.

PY.5.3.5 Special precautions are taken to avoid physical, chemical, and biological hazards.

PY.5.3.6 Ventilation is provided in the pathology and laboratory area to minimize discomfort for personnel.

PY.5.3.7 The pathology service uses an acceptable method of quality control.

PY.5.3.7.1 Current written policies and procedures are readily available and address

PY.5.3.7.1.1 instrument calibration;

PY.5.3.7.1.2 quality control and remedial action;

PY.5.3.7.1.3 equipment performance evaluation; and

PY.5.3.7.1.4 test performance.

PY.5.4 Radiology services.

PY.5.4.1 Radiology services have appropriate facilities for radiographic and fluoroscopic diagnostic services.

PY.5.4.1.1 Each radiology service area is reasonably accessible to patients who need such services.

PY.5.4.1.2 Adequate personnel, space, and equipment exist for receiving, examining, and treating all patients and for related clerical work.

PY.5.4.1.3 All personnel are given instructions in safety precautions and in dealing with emergency radiation hazards.

PY.5.4.1.4 Proper safety precautions are maintained within the radiology service to protect personnel and patients from electrical, mechanical, and radiation hazards and from fire and explosion.

PY.5.4.1.4.1 The National Council on Radiation Protection and Measurements' current recommendations are followed.

PY.5.4.1.4.2 Appropriate measurements devices are used to monitor the radiation of personnel and areas.

PY.5.4.1.4.3 All safety measures comply with applicable law and regulation.

PY.5.4.1.5 Radiologic equipment is periodically calibrated.

PY.5.4.1.5.1 Equipment is calibrated in accordance with applicable law and regulation.

PY.5.4.1.5.2 A written calibration record is kept.

Continuing Education

PY.6

Each physical health service director is responsible for establishing a continuing education program for service staff.

PY.6.1 The continuing education program includes in-service training and is based in part on the results of the monitoring and evaluation of patient care.